

Lee County Public Service Authority



December 4, 2023

Meeting Minutes

- The Lee County Public Service Authority's Board of Directors conducted their regular monthly board meeting on Monday, December 4, 2023, at the PSA office in Jonesville, Virginia.
- Chairman Bill Carter called the meeting to order at 3:00 p.m. following the invocation and the Pledge of Allegiance.
- Chairman Carter performed a roll call of board members and determined a quorum was present. Participating in the meeting were board members: Bill Carter, Roger Gates, Robert Horton, and Harold Jerrell. Others participating were LCPSA Executive Director Tracy Puckett, LCPSA Assistant Director Mike Brindle and Jon Broskey with The Lane Group. Board member Greg Rasnic was unable to attend the meeting.

Agenda:

- Gates made a motion to approve the agenda as presented. The motion was seconded by Horton and approved unanimously.

Public Expression:

- There was no Public Expression.

Financial Report:

- Jerrell made a motion to accept the Financial Report as presented. Horton seconded the motion and it passed unanimously.

Previous Meeting Minutes:

- Horton made a motion to approve the minutes from the October meeting as presented. Gates seconded the motion and it passed unanimously.

Director's Report:

- Director Puckett provided a brief overview of PSA operations and projects, highlighting the following during his Director's Status Report:
 - Maple Hill project – *Engineers have received Contracts and Bonds back from the contractor. Engineers expect the Contractor to begin some excavation in the next few weeks, with the main portion of the project expected to begin right after the first of the new year. The Engineer did note that the biggest hold-up will be the pump station, which has been ordered, but could take 8-10 months for construction and delivery.*
 - Giles Hollow project – *Final connections have been made, with hopes of utilizing money left over from the project to extend the line a little further onto Crockett Ridge Rd.*
 - Cross Creek/Dryden/Hickory Flats Sewer project – *At this point, the PSA will need to re-submit another funding application in hopes of receiving a better offer.*
 - Western Lee Sewer project – *Stake holders are beginning the process of collecting easements and land appraisals.*
 - Blackwater/Fairview/TN Line Extension – *This project is now complete. However, there were some remaining funds left, so the PSA is exploring options to possibly make additional connections along Lynn Flanary Rd. The PSA is also looking at doing a regional project with Scott County PSA to serve about 25-30 connections in the Flower Gap community.*
 - Ocoonita-Smyth/Miller Chapel Interconnection – *The PSA has a contract from engineers.*
 - Phase III Hancock Co, TN/Lee Co, VA – *The original cost estimate was \$175,000.00 of which the PSA did receive an offer of \$109,900.00. The next step was to see if there may be any General Assembly or Technical Assistance funds available which would allow the project materials needed to be fully funded. The PSA recently received notice of funds from the Technical Assistance Program (TA) in the amount of \$55,000.00.*
- Horton made a motion to accept the Director's Report as presented. Jerrell seconded the motion and it passed unanimously.

Old Business:

- There was no Old Business discussed.

New Business:

- Under New Business, Brindle explained to the board about the recent cyber-attacks on various water plants across the country, including one on Roanoke City's plant. Brindle explained that the PSA has implemented several new security procedures in hopes of deterring a potential attack on the PSA's plants. He added that he is also working with a SCADA systems provider to potentially add additional security measures. Puckett and Brindle also updated the board on the water levels at both PSA plants, due to the regional drought. Water sources for both plants are being monitored closely, but no mandatory water conservation is anticipated at this time.

Closed Session:

- Gates made a motion to enter closed session under Contracts 2.2-3771 (a) (29). Horton seconded the motion and it passed unanimously.

- Jerrell made a motion to come out of closed session, seconded by Gates and passing unanimously.
- Upon re-entering regular session, Chairman Carter addressed the board, stating:
Pursuant to § 2.2-3712(D) of the Code of Virginia 1950, as amended, each member of the Board of Directors upon the Roll Call certifies that to the best of their knowledge only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act and only such public business matters that were identified in the motion(s) by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board of Directors. Any member of the Board of Directors who believes that there was a departure from the requirements shall so state prior to the vote, indicating the substance of the departure that, in his or her judgment, has taken place. Are there any who believe a departure has taken place? Seeing none, if you agree that the matters heard, discussed, or considered during the closed meeting were pursuant only to the motion(s) by which the closed meeting was convened, please signify by saying aye or yes. He then performed roll call:
 - Greg Rasnic: absent
 - Roger Gates: yes
 - Harold Jerrell: yes
 - Robert Horton: yes
 - Bill Carter: yes

Adjourn:

- Gates made a motion to adjourn, seconded by Horton, and passing unanimously.